



Response to RFP: Sexual Assault
Evidence Kit Tracking and Reporting
System
Iowa Department of Justice, Crime
Victim Assistance Division
Lucas State Office Building
321 E. 12th Street
Des Moines, Iowa 50319

AUGUST 2, 2019

HMB

Columbus Headquarters
570 Polaris Parkway, Suite 200
Westerville, OH 43082
Tel: 614.221.6831



Transmittal Letter

August 2, 2019

Iowa Department of Justice, Crime Victim Assistance Division
Office of the Attorney General
Lucas State Office Building
321 E. 12th Street
Des Moines, Iowa 50319

Harris, Mackessy & Brennan, Inc. (HMB) is pleased to submit this proposal to the Iowa Department of Justice in response to RFP #2020-01, the Sexual Assault Evidence Kit Tracking and Reporting System.

HMB is an Ohio corporation using federal tax identification number 31-1410213. HMB is headquartered at 570 Polaris Parkway, Suite 125, Westerville, OH 43082. Our phone number is 614-221-6831. We are pleased to serve State and Local Government clients across the United States with outstanding IT solutions. HMB has successfully completed more than 200 innovative public sector projects in the last 25 years and has significant experience with the implementation of Sexual Assault Evidence tracking systems.

HMB is proposing a "government open-source" solution that offers cost-savings and an accelerated delivery timeline.

Our proposal is predicated upon the acceptance of all contractual terms and conditions stated in this RFP, including, without limitation, § 6 of the RFP and any contract(s) attached to or incorporated by reference into this RFP. For clarification on this response, contact John Sohner, Public Sector Lead at 614-370-3002 or jsohner@hmbnet.com.

We look forward to the opportunity of working with you on this initiative.

Warmest Regards,

A handwritten signature in cursive script, appearing to read "Doug Donovan".

Doug Donovan
Chief Strategy Officer
(614) 425-3467
drd@hmbnet.com



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A. Payment Methods

The State of Iowa, in its sole discretion, will determine the method of payment for goods and/or services as part of the Contract. The State Warrant is the preferred payment method. The State of Iowa's warrant drawn on the Treasurer of State is used to pay claims against departments of the State of Iowa. The warrant is issued upon receipt of proper documentation from the issuing department.

Respondents shall indicate in their cost Proposals all of the payment methods they will accept. **This information will not be scored as part of the Cost Proposal or evaluated as part of the Technical Proposal.**

HMB can accept wire transfers, checks or Iowa's State Warrant.

B. Payment Terms

Per Iowa Code section 8A.514, the State of Iowa is allowed sixty (60) days to pay an invoice submitted by a Contractor.

HMB agrees to these payment terms.

C. Respondent Discounts

1. Prompt Payment Discount

HMB is willing to offer a 1% Prompt Payment Discount for payments received within 30 days of invoice.

2. Cash Discount

HMB is offering the most cost-effective and flexible Sexual Assault Evidence Kit Tracking and Reporting System. The price is extremely competitive. HMB is committed to providing out clients with exceptional Evidence Tracking solutions and values the opportunity to work with Iowa and increase the growing network of States leveraging the solution. HMB is offering a significant discount on the implementation phase, including the train-the-trainer sessions. Please review **Attachment 4: Cost Proposal** for details on the pricing of this solution offering.

Attachment 4: Cost Proposal

Attachment #4

Payment Terms

Per *Iowa Code § 8A.514* the State of Iowa is allowed sixty (60) days to pay an invoice submitted by a vendor.

What discount will you give for payment in 15 days from the date that CVAD receives the invoice?

HMB offers a 1% Prompt Payment discount for payment received within 15 days of invoice.

What discount will you give for payment in 30 days from the date that CVAD receives the invoice?

HMB offers a 1% Prompt Payment discount for payment received within 30 days of invoice.

Cost Proposal

Respondent's Cost Proposal shall include an all-inclusive, itemized, total cost in U.S. Dollars (including all travel, expenses, etc. in prices). All pricing to be FOB Destination, freight cost and all expenses included; and based on payment within the 60-day period specified and allowed under Iowa Code section 8A.514. The following template is required. Please use additional pages to provide any additional narrative support for the costing information.

Deliverable Item	Firm US Dollars	Iowa Discount
Implementation of government open-source solution - Design, Build, Test, Deploy	\$35,000.00	\$20,000.00
Iowa Customization - Design, Build, Test, Deploy	\$25,000.00	\$10,000.00
OCM & Training - Train-the-Trainer Sessions	\$15,000.00	\$0.00
Training Video Library	optional	optional
Total One-Time Implementation Cost:	\$75,000.00	\$30,000.00
Annual Managed Services		
Licensing*	\$0.00	\$0.00
Hosting, Maintenance and Support (Tier 2 and Tier 3), and Software Upgrades**	\$235,000.00	\$235,000.00
Total Annual Cost:	\$235,000.00	\$235,000.00
TOTAL COST:	\$310,000.00	\$265,000.00

* "government open-source" solution requires no ongoing licensing costs.

** Proposal is based on Tier 2 and Tier 3 Support. HMB can provide Tier 1 support and will work with CVAD to define the appropriate support model.

	Year 1	Year 2	Year 3	Year 4	Year 5
Implementation	\$30,000	\$ -	\$ -	\$ -	\$ -
Managed Services	\$235,000	\$235,000	\$235,000	\$235,000	\$235,000
Total	\$265,000	\$235,000	\$235,000	\$235,000	\$235,000

Managed Services

Upon completion of the User Acceptance Testing and acceptance of the final solution the Sexual Assault Evidence Kit Tracking and Reporting system will be live and available in the Production environment. At this time HMB will begin execution of annual Managed Services which will include:

- Cloud-hosting, monitoring, and administration services
- Software support and maintenance services
- Implementation of approved enhancements sponsored by other States participating in the core “Government Open-Source” platform
- Tier 2 and Tier 3 multi-channel support consisting of live chat, phone, and online ticketing

Additional services such as Tier 1 support or ongoing training (webinar-based or in-person) are also available but have not been included in our proposal.

We have provided hourly rates below for additional services requested by CVAD. These services may include software customization, integration with additional systems (i.e. LIMS), additional training, etc.

Resource	Hourly Rate
Project Manager	\$150.00
Business Analyst	\$115.00
Software Developer	\$125.00
Quality Assurance Engineer	\$115.00
Trainer	\$125.00
OCM Process Management Expert	\$150.00
Technical Writer	\$125.00